

THE DIOCESE OF NORWICH CHURCHES TRUST

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

THE DIOCESE OF NORWICH CHURCHES TRUST

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**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2021**

The trustees present their annual directors' report together with the financial statements of the charity for the year ending 31 December 2021.

The financial statements comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)

Objectives and activities

Overall objectives

The advancement of the Christian Gospel and faith within the Diocese of Norwich by providing, administering, maintaining, repairing, renewing and replacing churches or ecclesiastical buildings licensed for public worship in accordance with the Christian faith as received by The Church of England.

Public Benefit

The trustees confirm that, in exercising their powers and duties, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

The Churches carry out services of worship, marriages, baptisms and funerals which are attended by the general public and enriches local communities by the provision of these services.

Structure, governance and management

Structure

The trust was founded on the 19th August 2015 and is a Charitable Incorporated Organisation.

Meetings

The trustees have met on an ad-hoc basis during the process of establishing the CIO.

Trustees

The trustees are the three Archdeacons' in the Norwich Diocese, along with the Diocesan Secretary/Chief Executive of the Norwich Diocesan Board of Finance Limited.

The trustees receive no remuneration for their work and the charity does not have any salaried employees.

Risk Management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

Related parties/connected charity

The Norwich Diocesan Board of Finance Limited was incorporated on 28 March 1906 and is a connected charity of the Diocese of Norwich Churches Trust.

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, IT'S TRUSTEE'S AND ADVISERS
FOR THE YEAR ENDED 31 DECEMBER 2021

Trustees

The Ven Steven Betts, Archdeacon of Norfolk
The Ven Karen Hutchinson, Archdeacon of Norwich – Resigned
The Ven Ian Bentley, Archdeacon of Lynn – Resigned
Tim Sweeting – Appointed 6th September 2021
The Revd Canon Keith James – Appointed 6th March 2022

CIO Registered Number	1163195
Principal office	109 Dereham Road Easton NR9 5ES
Clerk & Treasurer	James South ACCA
Accounts prepared by	Norwich Diocesan Board of Finance Ltd Diocesan House 109 Dereham Road Easton NR9 5ES
Bankers	Barclays Bank PLC 57 London Street Norwich NR2 1HS
Solicitors	Birketts Kingfisher House 1 Gilders Way Norwich NR3 1UB

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2021**

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustee's report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities Statement of Recommended Practice (SORP);
- make judgments and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation on the same basis from 12 months of the date of this report.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 10th August 2022 and signed on their behalf, by:


.....
The Venerable Steven Betts

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2021**

Achievement and Performance

Leasing of Churches

At the beginning of 2021, there were fourteen churches leased to the trust.

Financial Review

Financial Performance

The trust received income of £17,069 in 2021 (2020 - £21,267), this income relates to collections at services, statutory parochial fees and other donations. The residual balance at year end, along with the grants from the All Churches Trust, the Anne French Memorial Trust and the Norwich Diocesan Board of Finance Limited being treated as deferred income is £48,952 (2020 - £59,938).

Of the fourteen churches in the trust, eight of these no longer have any funds and are been funded from the unrestricted funds. As at the 31st December 2021, deferred unrestricted funds stand at £48,001 (£58,964 in 2020).

Reserves Policy

Where a Church is leased to the trust, any incoming funds are restricted for that specific building. This is also the case where collections are made in Church, a statutory fee is received or any other situation where income would otherwise have been passed to the PCC responsible for the building.

The grants received, totalling £87,500 (current balance £48,001) is an unrestricted reserve which is expected to be used towards the running costs of the charity but primarily where the restricted funds aligned to a church are exhausted. This is to ensure that the building is maintained in accordance with the lease.

Due to the commitment of funding a building from unrestricted funds (approximately £1,500 per church) and the timing to obtain additional grant funding, the trustees monitor unrestricted reserves to ensure that they do not fall below £25,000 for a prolonged period.

Going Concern

Now that churches are more regularly opened for worship, the income from collections increased slightly into 2021, compared to 2020 and it is expected that income will either stabilise slightly or increase in 2021. There are currently sufficient reserves (£48,001) to be able to maintain the level of provision at the current level for the next twelve months. As noted, the trustees monitor unrestricted reserves to ensure that they do not fall below £25,000 (equivalent to 13.5 months expenditure).

The trustees are satisfied that there are sufficient assets to ensure that the charity can continue to fulfil its obligations for the next twelve months.

Fundraising standards information

The Trust does not raise funds from the public via fundraising activities. It may however take collections held at services in the Churches vested within the Trust.

The Trust is not registered with the fundraising regulator. No professional fundraisers or third party commercial participants are used. No complaint regarding fundraising has been received and no advertising takes place regarding

THE DIOCESE OF NORWICH CHURCHES TRUST

**BALANCE SHEET
AS AT 31 DECEMBER 2021**

	Note	2021 £	2020 £
Current assets:			
Bank Account		96,170	109,162
Debtors	5	9,762	8,789
Total current assets		<u>105,932</u>	<u>117,951</u>
Liabilities:			
Creditors: Amounts falling due within one year	6	951	974
Net current assets		<u>104,981</u>	<u>116,977</u>
Creditors - amounts falling due after more than one year	6	56,813	66,780
Total net assets		<u>48,168</u>	<u>50,197</u>
The funds of the charity:			
Unrestricted funds	7	-	-
Restricted funds	7	48,168	50,197
Total charity funds		<u>48,168</u>	<u>50,197</u>

THE DIOCESE OF NORWICH CHURCHES TRUST

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	Unrestricted funds £	Restricted funds £	Total funds £	2020 Total funds £
Income and endowments from:					
Transfers In	2	-	-	-	3,817
Donations and collections	2	-	3,055	3,055	3,158
Parochial Fees	2	-	2,687	2,687	3,487
Grants and Fundraising	2	11,327	-	11,327	10,705
Total Income		11,327	5,742	17,069	21,167
Expenditure on:					
Administration	3	63	-	63	65
Church Running Expenses	3	657	17,279	17,936	20,923
Churchyard	3	-	1,099	1,099	1,116
Building Works	3	-	-	-	-
Other	3	-	-	-	20
Total Expenditure		720	18,378	19,098	22,124
Net income/(expenditure)		10,607	(12,636)	(2,029)	(857)
Transfer between funds	4	(10,607)	10,607	-	-
Net movement in funds		-	(2,029)	(2,029)	(857)
Reconciliation of funds:					
Total funds brought forward at 1 January 2021		-	50,197	50,197	51,054
Total funds carried forward at 31 December 2021		-	48,168	48,168	50,197


The notes on page 7 forms part of these financial statements.

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CASH FLOW STATEMENT
FOR THE YEAR ENDING 31 DECEMBER 2021

	Note	2021 £	2020 £
Cash flow from operating activities		-	-
Change in cash and cash equivalents in the reporting period		(12,992)	7,588
Cash and cash equivalents at 1st January 2021		109,161	101,573
Cash and cash equivalents at 31st December 2021		<u>96,169</u>	<u>109,161</u>
Reconciliation of net income to net cash flow from operating activities			
Net income		(2,029)	(858)
Decrease/(Increase) in debtors		1,375	4,908
(Decrease)/Increase in creditors		(12,338)	3,538
Net cash used in operating activities		<u>(12,992)</u>	<u>7,588</u>
Analysis of cash and cash equivalents			
Cash in hand		<u>96,169</u>	<u>109,161</u>

The financial statements were approved by the Trustees on 10th August 2022 and signed on their behalf by:


.....
Chair

THE DIOCESE OF NORWICH CHURCHES TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

1. Accounting Policies

1.1. Basis of preparation of financial statements

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011. The Trust constitutes a public benefit entity as defined by FRS 102.

1.2. Incoming resources

All incoming resources are included in the statement of financial activities on an accruals basis.

1.3. Resources expended

All expenditure is accounted for on an accruals basis.

2. Income from

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Transfers In	-	-	-	3,817
Donations	-	2,143	2,143	2,732
Fundraising	-	-	-	159
Collections	-	913	913	426
Statutory Fees	-	2,688	2,688	3,487
Grants	11,327	-	11,327	10,546
	11,327	5,744	17,071	21,167

3. Expenditure by Charitable Activity

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Bank Charges	63	-	63	65
Churchyard	-	1,099	1,099	1,116
Inspection	-	969	969	7,929
Insurance	658	9,286	9,944	9,820
Smart Water	-	-	-	-
Misc	-	-	-	20
Utilities	-	2,259	2,259	1,361
Repairs	-	1,704	1,704	-
Roof Alarm	-	3,061	3,061	1,814
	721	18,379	19,100	22,124

THE DIOCESE OF NORWICH CHURCHES TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

4. Analysis of Transfer Between Funds

	Deferred Income	Unrestricted funds	Restricted funds	Total funds 2019
Transfer from Deferred Income	(11,327)	11,327	-	-
	(11,327)	11,327	-	-

The transfer from deferred income was made to match both the deficit of general expenditure, being £721 and the transfer to cover the deficit of expenditure incurred where restricted funds received from the parishes had been exhausted which for 2021 was £10,607 (2020: £10,095).

5. Debtors

	2021	2020
Due within one year		
Prepayments and accrued income	8,700	8,936
Grants and fundraising	-	173
Donations and Collections	74	-
Parochial Fees	988	1,040
Insurance Claim	-	-
	<u>9,762</u>	<u>10,149</u>

This comprises of insurance paid for the period 1st January 2022 to 28th September 2022 (£7,740) as well as alarm subscriptions covering the period for 2022 of £1,264 and £413 respectively. Along with fundraising of £173 as well as a statutory fee of £1,040 which were paid into the bank in 2021.

6. Creditors

	2021	2020
Creditors - amounts falling due within one year		
Capital Works	-	-
Other creditors	951	974
	<u>951</u>	<u>974</u>
Creditors - amounts falling due after more than one year		
Deferred income	48,001	58,964
	<u>48,001</u>	<u>58,964</u>

The amounts falling due within one year comprises of £951 which relates to utilities billed in 2022 for 2021 usage (£739), and statutory fees due to Norwich Diocesan Board of Finance Ltd (£212)

Trustee Remuneration

During the year, no Trustees received any remuneration (2020: nil)
 During the year, no Trustees received any benefits in kind (2020: nil)
 During the year, no Trustees received any reimbursement of expenses (2020: nil)

THE DIOCESE OF NORWICH CHURCHES TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

7. Statement of Funds

	Balance at 1st January 2021 £	Incoming Resources £	Resources Expended £	Transfer between funds £	Balance at 31st December 2021 £
Unrestricted Funds					
General Fund	-	11,327	721	(10,607)	-
Restricted Funds					
Cantley, St Margaret	-	792	2,450	2,156	498
Brunstead	1,630	-	496	-	1,134
St Peter and Paul, Bittering Parva	145	-	715	570	-
St Margaret, Calthorpe	100	99	1,242	1,143	100
St Lawrence, Ingworth	529	1,533	1,849	594	806
St Nicholas, Shereford	1,787	587	838	-	1,536
All Saints, South Pickenham	-	250	1,585	1,335	-
St Andrew's, Themelthorpe	-	139	1,056	917	-
All Saints, Weasenham	-	144	1,725	1,581	-
St Botolph's, Westwick	4,188	209	1,465	-	2,932
Bessingham	38,773	951	1,141	-	38,583
Bintree	-	1,040	1,718	678	-
Suffield	-	-	1,632	1,632	-
Croswick	3,044	-	467	-	2,577
Total Restricted Funds	50,197	5,744	18,379	10,607	48,168
Total of Funds	50,197	17,071	19,100	-	48,168

8. Summary of Funds

	Brought Forward £	Incoming Resources £	Resources Expended £	Transfer between funds £	Carried Forward £
General Funds	-	11,327	721	(10,607)	-
Restricted Funds	50,197	5,744	18,379	10,607	48,168
	50,197	17,071	19,100	-	48,168

9. Analysis of Net Assets Between Funds

	Unrestricted funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Current assets	48,001	48,168	96,169	109,162
	48,001	48,168	96,169	109,162

10. Related Party Transaction

A net balance of £776 was due from the Norwich Diocesan Board of Finance Ltd (249318). This related to the net balance of statutory parochial fees due.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

THE DIOCESE OF NORWICH CHURCHES TRUST

On accounts for the year
ended

31st December 2021

Charity no
(if any)

1163195

Set out on pages

1 - 12

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation
of the accounts in accordance with the requirements of the Charities Act
2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out
under section 145 of the 2011 Act and in carrying out my examination, I
have followed the applicable Directions given by the Charity Commission
under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I ~~confirm that no material matters have
come to my attention (other than that disclosed below *)~~ in connection with
the examination which gives me cause to believe that in, any material
respect:

- accounting records were not kept in accordance with section 130 of
the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection
with the examination to which attention should be drawn in order to enable a
proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

01/06/22

Name:

Geoffrey E. Freeman

Relevant professional
qualification(s) or body
(if any):

Elected Member A.T.B.C.
Audit and Risk Committee

Address:

2 WATERMEAD CLOU
DENEY ST. MANGAY
NORWICH NR29 3NL

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

